

**Chesapeake Regional Local Human Rights Committee**  
**January 9, 2007**  
**Draft of Minutes**

**Members/Providers in Attendance**

James Short		Committee Chair
Traci Hunter		Committee Co-Chair
Thomas Becker		Committee Member
Roger Ladd		Committee Secretary
Jannie W. Robinson		Committee Member
Janice Wine		Committee Member
Willie Barnes		OHR Advocate
Don Lee	IFCS	Provider
Valencia Ballard-Jones	Circle of Friends, LLC	Provider
Joan Wilson	Shore Memorial Hosp.	Provider
Ruth Cody	Chesapeake General Hosp.	Provider
Theresa Mallette	Carpe Diem/Post Inst	Provider
Chantelle Blackson	Carpe Diem of VA	Provider
David Owen	Compass Youth Services	Provider
Dennis Raabe	National Counseling Group	Provider
Cynthia Scott	Joy Haven	Provider
Ricky Sykes	Joy Haven	Provider
Shona Whitfield-Sykes	Joy Haven	Provider
Clarita Samalya	Silver Lining	Provider
Bernard N. Curry	IHCCS, Inc.	Provider

**Absent**

Our Summer Place – Provider

This meeting was called to order at 6:00 p.m. at Children Services of Hampton Roads.  
All in attendance introduced themselves.

**I. Review of Minutes**

The minutes of the October 10<sup>th</sup>, 2006 meeting were reviewed and after a brief discussion (involving an item that had been left off of the last set of minutes) the item (temp affiliation for an Our Summer Place program) was added to the minutes. A motion was made and seconded to adopt the minutes as corrected.

**II. Treasurer's Report**

Chantelle Blackson of Carpe Diem gave the Treasure's report: Balance \$291.61 as of November 30th, 2006.

Providers will be solicited via e-mail on amount of annual dues. (Money to be used to offset expenses incurred by committee members in connection with the performance of their duties.)

**III. Old Business**

The advocate – Ms. Willie Barnes – pointed out that no action had been taken on a request for temporary affiliation for Our Summer Place, LLC's day treatment program and that notation of such was omitted from last set of minutes. As no representative from Our Summer Place was present, a motion was made to end temporary affiliation of the Day Treatment Program unless ample justification is provided. Motion also made to continue temporary affiliation until determination is made if absence was justified. Both motions approved.

A consumer committee member is still being requested as the committee has opted to move to (7) members. Reps from IHCCS and IFCS sought clarification on qualifications and/or disqualifications (e.g. criminal record as disqualifier). Advocate Barnes responded that a criminal record, per se, would not automatically disqualify the person from serving as a committee member.

**IV. New Business**

There was a discussion concerning the removal (by disaffiliation) of providers for absenteeism. A vote on this matter is tentatively scheduled for the next meeting.

National Counseling Group's proposed Eastern Shore office was granted a 90-day temporary affiliation with a status report due at the next scheduled meeting.

The Post Institute approved a 90-day temporary affiliation. Decision on behavior management policies and rules of conduct tabled until next scheduled meeting.

Joy Haven's permanent affiliation was approved.

Circle of Friends' was granted an additional 90-day temporary affiliation for a facility based Day Support Treatment Program until all policies and procedures have been reviewed and approved by the committee and OHR.

Committee Chair – Mr. Short has instituted use of an agenda for items to be considered by the committee. Items will be accepted up to 7 days before the next meeting. B. Curry, current secretary for LHRC will send out a reminded 14 days in advance of next meeting regarding submission of items for the agenda and indicating the 7 day cut off date.

**V. Program Updates**

**Chesapeake General:** no complaints; no changes

**Silver Lining:** no complaints; no changes

**Circle of Friends:** no complaints; no changes

**Shore Memorial:** no complaints; no changes

**Carpe Diem:** no complaints; no changes

**V. Program Updates - Continued**

**IFCS:** no complaints; no changes

**Our Summer Place:** no rep in attendance

**IHCCS:** no complaints; no changes

**Compass Youth Services:** no complaints; no changes

**Joy Haven:** no complaints, no changes

**National Counseling Group:** no complaints; no changes (serious incident involving physical restraint of female in her home with her parents present.

Serious Incident Report to be forwarded to

**VI. Advocates Report**

Ms. Barnes passed out the “Annual Seclusion and Restraint Report” form and answered questions regarding how to complete the form and where the form should be sent. She clarified that the state OHR needed to approve the proposed amendment to the by-laws regarding the criteria for terminating the affiliation of providers to the LHRC. Advocate informed LHRC members that any changes or revisions to their “By-laws” would need to be sent to the SHRC for approval.

**VII. Next Meeting**

Scheduled for April 10th, 2007 at 6pm at the Carpe Diem. Dinner to be provided by Silver Lining and will be served at 5:30 pm.

**IX. Adjournment**

Regular session adjourned at 7:15 p.m

Minutes submitted by Bernard N. Curry, IHCCS, Inc.